

UNIVERSITY OF HAWAII  
CODE REQUEST FORM FOR ACADEMIC PROGRAM CODES

REQUESTOR CONTACT INFORMATION	
Date: July 7, 2015	Effective term of request (Semester-Year): Spring 2016
Name: Stuart Lau	Title: Registrar
Campus: Manoa	Office/Department: Office of the Registrar
Phone: 956-5322	Email: stuartl@hawaii.edu

1. PROGRAM CODE, MAJOR CODE, CONCENTRATION CODE		Banner forms: SMAPRLE, SOACURR, STVMAJR	
Institution: UH Manoa (MAN) <input type="checkbox"/>	College: 25	Department: Kinesiology & Rehabilitation Sciences	
<input type="checkbox"/> New program code <input checked="" type="checkbox"/> Change/replace existing program code: KRS1-BS			
Level: <input checked="" type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> First-Professional <input type="checkbox"/> Post-Baccalaureate <input type="checkbox"/> Other:			
Degree: BS		Certificate:	
If requesting an existing Major code and/or Concentration code in Banner:			
Existing Major:		Existing Concentration:	
Code	Description	Code	Description
If requesting a new <input type="checkbox"/> Major code or <input type="checkbox"/> Concentration code that does not exist in Banner:			
New Code [4 char/space limit]:		Description [30 char/space limit]:	
If a similar major/concentration code exists in Banner, please list the code:			
Is this major/concentration code being used the same way at other UH campuses?			
Is 50% or greater of the classes in this program offered at a location other than the Home Campus? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Please consult your Financial Aid Officer on Program Participation Agreement impact)</small>			
Is this program/major/certificate financial aid eligible? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Financial Aid Officer consultation required for all new program codes)</small>			
Should this program be available for applicants to select as their planned course of study on the online application? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(If yes, students may select the code as their <u>only</u> program of study.)</small>			

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**Replacing or eliminating an existing program code:**

If replacing an existing program code, are current students "grandfathered" under the old code?  Yes  No

Should the old program code be available for use in Banner?  Yes  No

Will the old program code be available for:	Banner Module	Yes	No	Ending Term (Semester-Year)
	Online Application	<input type="checkbox"/>	<input checked="" type="checkbox"/>	201610
	Recruitment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	201610
	Admissions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	201610
	General Student	<input type="checkbox"/>	<input checked="" type="checkbox"/>	201610
	Academic History	<input type="checkbox"/>	<input checked="" type="checkbox"/>	201610

**2. CERTIFICATES ONLY:**

Does this certificate qualify as a Gainful Employment Program (Title IV-eligible certificate program)?  Yes  No  
(Please consult your Financial Aid Officer or see: <http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html>)

For new certificates approved by the Chancellor, the related BOR authorized academic program is:

**3. NEW CAMPUS, COLLEGE, DIVISION, OR DEPARTMENT CODE**

Banner forms: STVCAMP, STV\_COLL, STVDIVS, STVDEPT

Campus code [3 char]:	Campus description [30 char/space limit]:
College code [2 char]:	College description [30 char/space limit]:
Division code [4 char/space limit]:	Division description [30 char/space limit]:
Department code [4 char/space limit]:	Department description [30 char/space limit]:



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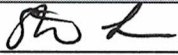
<b>4. NEW COURSE SUBJECT CODE (Subject Alpha)</b>		Banner form: STVSUBJ
College:	Department:	
Subject code [4 char/space limit]:	Subject description [30 char/space limit]:	

<b>5. NEW MINOR</b> (Minor codes are listed on the Major code table)		Banner form: STVMAJR
Minor Code [4 char/space limit]:	Minor Description [30 char/space limit]:	

Please briefly describe your request and explain why you are requesting the code(s):  
Program has been replaced with KRS8-BS. Refer to earlier request to create new Banner code KRS8-BS.

<b>SUPPORTING DOCUMENTATION</b>
<p>Please see the <b>Code Request Guide</b> for the required supporting documents to be submitted. Documents submitted with this form:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Board of Regents meeting minutes and supporting documents provided to the BOR</li><li><input type="checkbox"/> Memo from UH President</li><li><input checked="" type="checkbox"/> Memo from Chancellor</li><li><input type="checkbox"/> Curriculum (required for requests for new programs/majors/minors/certificates)</li><li><input type="checkbox"/> Gainful Employment Program notification to the US Department of Education</li><li><input type="checkbox"/> Other: _____</li></ul>

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<b>CAMPUS VERIFICATION</b>		
<b>Requestor Signature</b> _____ 	<b>Date</b> <u>July 7, 2015</u>	
<b>Registrar</b> (If different from Requestor)		
_____	_____	_____
Print name	Signature	Date
Email/memo in lieu of Registrar's signature may be attached		
<b>Financial Aid Officer</b> (Financial Aid Officer consultation required for all new program codes)		
_____	_____	_____
Print name	Signature	Date
Email/memo in lieu of Financial Aid Officer's signature may be attached		
<b>For Community Colleges, verification of consultation with OVPCC Academic Affairs:</b>		
_____	_____	_____
Print name	Signature	Date
Email/memo in lieu of signature may be attached		

**Send completed form and supporting documentation to:**

Institutional Research and Analysis Office (IRAO)	
1633 Bachman Place	Email: iro-mail@lists.hawaii.edu
Sinclair Annex 2, Room 4	Fax: 808-956-9870
Honolulu, HI 96822	Phone: 808-956-7532

**After all required forms and supporting documents have been submitted, please allow at least two weeks for processing by IRAO and Banner Central.**

<b>FOR INTERNAL USE ONLY</b>	Date form/docs received:
Program code [12]:	Program Description [30]:
CIP code [6]:	CIP description [30]:





UNIVERSITY  
of HAWAII  
MĀNOA

April 10, 2013

MEMORANDUM

TO: Reed W. Dasenbrock  
Vice Chancellor for Academic Affairs

FROM:  Donald B. Young  
Dean, College of Education 

SUBJECT: Changing one of the specialization names in the KRS BS from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science**

SPECIFIC ACTION REQUESTED:

It is requested that the Vice Chancellor approve changing one of the specialization names in the KRS BS from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science**. This change in the name of the specialization accurately reflects the current program, which no longer includes a recreation specialization.

RECOMMENDED EFFECTIVE DATE:

Spring 2014

ADDITIONAL COST:

There is no additional cost (no change in faculty or program requirements).

PURPOSE:

The purpose of this request is to change one of the specialization names in the KRS BS from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science**.

BACKGROUND:

The Department of Kinesiology and Rehabilitation Science (KRS) dropped the Recreation specialization in the BS degree when the department changed from Kinesiology and Leisure Science (KLS) to KRS. This change in name from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science** accurately reflects the current specialization.

Reed W. Dasenbrock  
April 10, 2013  
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ACTION RECOMMENDED:

It is recommended that the Vice Chancellor approve changing one of the specialization names in the KRS BS from **Health and Exercise Science and Lifestyle Management** to **Health and Exercise Science**.

APPROVED / DISAPPROVED:



\_\_\_\_\_  
Reed W. Dasenbrock  
Vice Chancellor for Academic Affairs

6/20/13

\_\_\_\_\_  
Date

- c: Beth Pateman, Interim Associate Dean for Academic Affairs, COE  
Julienne K. Maeda, Chair, Kinesiology and Rehabilitation Science, COE  
Stuart Lau, University Registrar  
Diane Nakashima, Catalog Office  
Roberta Enoki, Scheduling Office